

## **Victory professional development center**

### **PAYMENT POLICY**

Instructors/Staff are not allowed to accept cash from students for ANY reason. Students must present all payments (tuition, testing fees, CPR, other payments) to the administrative office. Funds may be paid by:

- Cash
- Money order
- Cash App (\$VICTORYPDC)
- Square
- Venmo
- Mail payment: VPDC P.O. BOX 91523, Mobile, AL. 36691

Students in remote site may present payments in person or one of the aforementioned manners.

Tuition must be paid in full before students are allowed to attend any clinical/extern rotations.

All outstanding fees must be paid in full before clinical/extern rotations can be scheduled.

Instructors will notify the office of any self pay student enrolled at the beginning of a course.

Students NOT sponsored by an agencies are responsible for paying for their own CPR card, TB Skin Tests and other incurred expenses. Agencies may require the student to pay initially, and may reimburse the student upon completion of the program.

Students will be responsible for paying for vaccines and providing proof thereof.

Student may be subject to a Drug Screen during the program. It is the student's responsibility to pay for the Drug Screen. Payments will be made directly to the screening agency.

Checks will not be accepted for any reason.

Failure to follow the guidelines set forth may lead to termination from the program.